Program Registration & Fees:

Complete the registration form and mail to the DEQ Office of Finance at the address shown on the form. Registration forms, along with payment, should be received by DEQ before the workshop registration deadline (typically 5 business days before the start of the class).

Fees are based on the length of the program and the complexity of the topic area covered. **No purchase orders or credit cards can be accepted.** State Agencies should contact the Department's Finance Office (804 698-4162) for IAT procedures. The registration fee does not include lunch.

Due to the popularity of the programs, applicants are accepted on a "first come - first served" basis only. No "walk-in" registrations can be accepted.

Only complete applications (registration form & payment) submitted to the Department's Office of Finance at the address shown on the registration form will be considered.

Registration Acceptance:

Once your application has been received and accepted you will receive notification along with travel directions and other pertinent information. Registration information will be sent electronically. If email is not available, information will be mailed to the physical address listed on the form.

Withdrawal, Substitution & Refund Policy:

Registrants who must withdraw from the workshop should notify the Department by phone, mail or email as soon as possible. Substitutions are permitted anytime prior to the start of class. Registrants who withdraw from the program at least 5 business days prior to the start of the program will receive a full refund. Withdrawals made after this time will not be eligible for a refund.

Cancellation:

The Department reserves the right to cancel any program when there are insufficient registrations. People who are registered will be notified and will receive a full refund of the registration fee.

Program Content:

Current programs have been selected based on identified needs and location availability. These programs and others are offered periodically, at different locations, throughout the year. If you would like to receive notification, by email, when these programs are available visit

http://www.deq.virginia.gov/ConnectWithDEQ/New <u>sFeeds.aspx</u> and sign up under wastewater operations and training.

Complete descriptions of all training programs are available at

http://www.deq.virginia.gov/Programs/Water/WastewaterAssistanceTraining.aspx.

Program Approval:

Unless otherwise noted, these courses have been approved by the Virginia Board for Waterworks and Wastewater Works Operators and Onsite Sewage System Professionals for training credits. Approved programs can, when applicable, be used as substitution for required operational experience.

Continuing Professional Education (CPE):

Where appropiate, these workshops can be used for continuing professional education (CPE) requirements as defined by the Board. Registrants will typically receive up to 7 contact hours for each full day of completed training and 3.5 contact hours for each ½ day of completed training.

A full day is defined as 8:30 am - 4:30 pm minus 1 hour for lunch. A $\frac{1}{2}$ day is defined as 8:30 am - 12 noon (or 1:00 pm - 4:30 pm).

Additional Information:

For additional program information, contact the Operator Training Program staff:

Jason Spicer (804) 698 – 4143 jason.spicer@deq.virginia.gov

Wayne Staples (804) 698 – 4106 wayne.staples@deq.virginia.gov



Wastewater Operator Training Programs



Fall/Winter 2012

Operator Training and Assistance Program
Water Division
Department of Environmental Quality
P.O. Box 1105
Richmond, Virginia 23218

DEQ, Operator Training Program Workshop Registration Form Fall/Winter 2012

Please select (X) the workshop you are registering for and complete the bottom portion of the form: (If more than one person from your facility is planning to attend, please use a separate form for each person registering).

Х	Course #	Workshop Title	Location	Dates & Times	Fee	Training Credits	Contact Hours
	DEQ 13	Activated Sludge Process Control Part 1	HRSD VIP WWTP, VA Beach, VA	September 11 - 12 8:30 AM - 4:30 PM	\$100	2.0	14.00
	DEQ 13	Activated Sludge Process Control Part 1	Wolf Creek WWTP, Abingdon, VA	September 25 - 26 8:30 AM - 4:30 PM	\$100	2.0	14.00
	DEQ 14	Activated Sludge Process Control Part 2	Henrico County WRF Varina, VA	October 9 - 10 8:30 AM - 4:30 PM	\$100	2.0	14.00
	DEQ 13	Activated Sludge Process Control Part 1	Alexandria Renew Enterprises Alexandria, VA	October 16 - 17 8:30 AM – 4:30 PM	\$100	2.0	14.00
	DEQ 5	Wastewater Sampling and Testing: Total and Volatile Solids	DEQ, Piedmont Regional Office, Glen Allen, VA	November 1 8:30 AM – 4:30 PM	\$50	0.5	7.00
	DEQ 21	Activated Sludge Process Control Part 3 – Microscopic Exam (New!!)	DEQ, Piedmont Regional Office, Glen Allen, VA	November 7 - 8 8:30 AM – 4:30 PM	\$150	TBD	14.00
	DEQ 12	Wastewater Sampling and Testing for Small Treatment Plants	DEQ, Blue Ridge Regional Office, Roanoke, VA	November 27 - 28 8:30 AM – 4:30 PM	\$100	2.0	14.00
	DEQ 20	Wastewater Math for Operators	Danville WWTP Danville, VA	December 11 - 12 8:30 AM - 4:30 PM	\$100	2.0	14.00
	DEQ 18	Intro to Biological Nutrient Removal	Middle River WWTP Verona, VA	December 18 - 19 8:30 AM – 4:30 PM	\$100	1.2	14.00

Registrant Information:		
Name:		
Street/PO Box:		
City:	State: Zip: _	
Daytime Phone: ()	Daytime Fax: ()
Email:		
Employer Information:		
Employer:		
Supervisor:		
Daytime Phone: ()	Daytime Fax: ()
Email:		
Make check or money order payable to 'Comm	nonwealth of Virginia'	
Mail registration form & payment to:	Office of Finance Department of Environmer PO Box 1104 Richmond, VA 23218	nt Quality
Total payment enclosed \$		